

**LETTER OF AGREEMENT  
BETWEEN  
THE CITY OF FREMONT  
AND  
FREMONT POLICE ASSOCIATION**

The City of Fremont (“City”) and the Fremont Police Association (FPA) (“Union”) having met and conferred pursuant to California Government Code Section 3500 et. seq. do hereby agree to a side letter of agreement to establish a referral incentive program and a hiring incentive program to incentivize current FPA employees to identify and encourage new lateral Police Officer (“Lateral Officer”) candidates to apply for employment at the Fremont Police Department (FPD).

**SECTION 1:** In response to the public safety recruitment challenges and based on a review of the hiring incentives offered by competing agencies in the surrounding area, as well as the pilot programs that were previously established to recruit and attract Lateral Officers, the City and Union agree to the following:

**Referral Incentive Program:** Establish an Employee Referral Incentive Program, incentivizing current (FPA represented) employees to identify and encourage new Lateral Officer candidates to apply to FPD. For purposes of this program, Lateral Officer is defined as a candidate for employment as a Fremont Police Officer who has already completed the requirements and attained a Basic POST Certificate in California (i.e., an individual currently employed as a full-time 830.1 peace officer appointed to an eligible POST participating agency who has satisfactorily completed (a) the Basic Course requirement, and (b) the employing agency’s probationary period of not less than 12 months)

Eligibility: Members of the FPA bargaining unit (not regularly assigned to staffing and recruitment efforts) will be eligible to participate as a “Referring Employee.”

No more than one Referring Employee may be identified by a candidate. A Referring Employee must be identified during the application process. If multiple employees are identified, the applicant will be asked to specify the referrer most responsible for their selection of Fremont as an employer.

The Referring Employee is eligible to receive a total of \$10,000 as follows: \$1,000 on the first paycheck following the Police Officer’s hire with the City of Fremont, \$1,000 after the Police Officer successfully completes the Field Training Officer (FTO) Program, \$1,500 upon successful completion probation, and \$1,500 each year for the next three (3) years after probation. Additionally, they will receive \$2,000 after the Police Officer completes the last six (6) months of a five-year service period

**Hiring Bonus Incentive Program:** Up to 10 Lateral Officers hired into the classification of Police Officer for the City of Fremont will qualify for a new hire bonus of up to \$100,000. To qualify, the new hires must (1) meet the definition of Lateral Police Officer (above), (2) file

their application for employment on or after City Council adoption of this letter agreement , and (3) begin employment with the City of Fremont before the tenth Lateral Officer Hiring Bonus is awarded under this program.

Eligibility: New Lateral Officer hires are eligible to for a total hiring bonus of \$100,000, based on the following schedule. For purposes of this provision, a “year” is defined as 2080 regularly scheduled work hours, including paid absences of less than two (2) consecutive weeks due to holidays, vacation time, compensatory time off, or sick leave. Unpaid absences, including absences due to disciplinary action (e.g. suspension) will not be counted towards the time required for the identified bonus payments. Lateral Officer Hires who separate employment before completion of any phase of the bonus program forfeit the right to any portion of the bonus which has not been paid at the time of separation.<sup>1</sup>

- **\$10,000**: Paid on the first paycheck following the Police Officer’s hire with the City of Fremont.
- **\$10,000**: Paid upon completion of the Field Training Officer (FTO) Program.
- **\$15,000**: Paid upon successful completion of probation.
- **\$15,000**: Paid upon one (1) full year following completion of probation.
- **\$15,000**: Paid upon two (2) years following completion of probation.
- **\$15,000**: Paid upon three (3) years following completion of probation.
- **\$20,000**: Paid for completing the final six (6) months<sup>2</sup> (months 55-60) for a total of five (5) years of service.

**SECTION 2:** Fremont’s Human Resources Department shall administer and qualify the referring employees and new employment candidates for these incentive programs. The City’s HR Department has assembled procedural guidelines for the administration of these programs (attached), and in all cases shall be the final authority in determining whether an employee or candidate will qualify for a referral or new hire incentive.

**SECTION 3:** This Agreement shall be effective upon City Council adoption of this letter agreement. The employment application date shall serve as the qualifying date for purposes of this Hiring/Referral Bonus.

**SECTION 4:** The parties agree that the terms of this side letter of agreement are not intended to extend indefinitely. The Incentive programs will be evaluated every quarter for effectiveness and may be suspended at any time by the City Manager with at least 14 calendar days advanced notice to the Association. Notwithstanding the ability of the City Manager to suspend the program at any time, any candidate hired under this Employee Referral Incentive Program and any referring employee who refers a candidate hired under the Employee Referral Incentive Program will be compensated pursuant to the terms of the program. The program will automatically sunset on June 30, 2025, unless the City Manager’s authorization is provided to extend the program, in conjunction with the approval of the Fremont Police Association.

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<sup>1</sup> In addition, if the City notifies any employee of its intent to terminate them for disciplinary purposes, the employee will be disqualified from receiving any bonus payment after the date of service of the Notice of Intent to Terminate.

<sup>2</sup> 1040 regularly scheduled work hours.

**SECTION 5:** Executed and adopted the 4<sup>th</sup> day of December, 2024 by the Employer-Employee Representatives whose signatures appear below for the respective organizations.

FOR THE CITY OF FREMONT:

DocuSigned by:  
*Brian Stott* 12/10/2024 | 7:44 AM PST  
F6D9A2C4EE0E406  
\_\_\_\_\_  
Brian Stott, Assistant City Manager

FOR UNION:

*Alex Gregory*  
\_\_\_\_\_  
Alexander Gregory, EPA President

APPROVED AS TO FORM:

DocuSigned by:  
*Rafael E. Alvarado Jr.* 12/06/2024 | 3:17 PM PST  
EE9A43F42BB8414  
\_\_\_\_\_  
Rafael E. Alvarado, Jr., City Attorney

**Attachment:** Fremont Police Department Hiring Bonus Incentive and Referral Incentive Program Guidelines